



City of Middletown  
CLEAN ENERGY TASK FORCE

MINUTES  
AUGUST 17, 2016

**Present**

Chair Jennifer Kleindienst, Councilman Gerry Daley, Augie DeFrance, John Hall, Amy Albert

**Absent**

Larry Chatfield, Audrey J. Scotti, Dmitri D'Alesandro, Jeff Pugliese, Councilwoman Deborah Kleckowski

**Also Present**

Christopher M. Holden, PE, Staff, Brendan Smith and Dick Evarts – Sunlight Solar

**1. Chair Opens Meeting**

The meeting opened at 12:38 P.M. Room 208 – City Hall

**2. Approval of Minutes**

Augie DeFrance moved approval of the minutes for the June 15, 2016, seconded by Gerry Daley, approved unanimously.

**3. Introductions**

The CETF introduced themselves to the soon to be Board of Education representative, Vincent Loffredo.

**4. Public Comment**

None Present

**5. Energy Coordinator's Report – Michael Harris**

- Main Street lighting upgrade has begun – should see some new fixtures up within a week and completion in two weeks; next steps include updating the Eversource billing database to acknowledge the efficiency improvement.
- Initiated a lighting upgrade for City Yard per Bill Russo request.
- Benchmarking data input complete; awaiting analysis 'report' from Eversource
- Higby Solar: final PPA received; reflects requested changes: requesting CETF approval.
- Agreement on the Virtual Net Metering Credit Program contract; awaiting Green Bank final contract (saves \$1,000,000 over 20 years).
- Middletown received a \$2,200 award via the SunShot program administered by the CT Green Bank and submitted on the City's behalf through the Building Department.
- HES press release submitted to the Mayor's office for approval.

## **6. Old Business**

### **A. Membership**

This is John Hall's last meeting as a member of the CETF. In addition, Larry Chatfield has submitted his resignation. John Hall recommended that the CETF look to ECOIN for a potential member as they are a coalition of environmental groups.

### **B. Home Energy Solutions**

Citywide letter went out through Eversource. Working on a press release to inform Middletown that as of September 1 the price will increase to \$124. A question was asked whether the recent letter that was sent out had an impact on the number of energy audits.

### **C. Energy Plan**

The Energy Plan will be tabled until November.

## **7. New Business**

### **A. Higby Solar Array**

The final PPA was sent out by email. The Final PPA incorporated the comments that the CETF had. These changes made the PPA more favorable for the City of Middletown. John Hall moved to recommend approval of the PPA to the Common Council. This was seconded by Augie DeFrance. After some discussion the motion passed unanimously. There was additional discussion regarding how to publicly describe the credit, as it is being sold. Still have the ability to say that the City of Middletown/CETF is supporting the solar project.

### **B. Resilience Planning**

This is an issue that needs more attention. Statewide groups are beginning to discuss.

### **C. Need a CETF member to attend the statewide CETF gathering on September 10.**

There is a statewide CETF meeting on September 10, 2016. Amy Albert volunteered to represent the Middletown CETF at the statewide meeting.

## **8. Solarize**

### **A. Meet the Installer**

The selected installer for Middletown Solarize is Sunlight Solar Energy located in New Haven. Dick Evarts, Community Outreach Coordinator and Brendan Smith, Design Manager present their company. They are a mid-sized "National" company with offices in California, Oregon, Colorado, Massachusetts and Connecticut. They have around 20 employees in Connecticut.

### **B. Launch**

September 7, 2016 is too soon to launch the program. Several dates were discussed and September 29, 2017 was chosen as the launch date in the Council Chambers of City Hall. Chris Holden will confirm that the Council Chambers is available that night. Solarize will draft a letter for the Mayor's signature. Amy recommended printing houses to copy and send the letter out.

There was some discussion about possible solar ambassadors. Two names were put forward, Andy Bower and David Goldberg. Mr. Goldberg lives in Bartlett Hollow and had Sunlight install his solar panels.

Solarize Roll in the Program to provide community partnerships – solarize to provide draft email to send out. This will be sent out by the CETF.

### **C. CETF Representatives for each Task**

Media/Public Relations – Dmitri D'Alesandro would be a good candidate. Gerry Daley recommended the Mayor's Office be involved.

There was some discussion on contacts for community lists. The Solar Ambassador meeting should be held September 13, 14 or the 15<sup>th</sup>. Possible locations for this meeting are the Senior Center, Russell Library and should be held in the evening.

There should be Bi-Weekly calls to update the progress with Solarize Middletown, Sunlight Solar Energy and CETF members.

Look into placing a banner in the North end of Middletown. Sunlight will look into whether or not they can support a banner across Main Street.

A slide should be created to be in the rotation for the local access programming.

CETF/Solarize Middletown should plan to have a table at the Open Air Market.

### **9. Other**

None

### **10. Adjourn**

The meeting adjourned at 2:07 PM

The next regular meeting is scheduled for Wednesday, September 21, 2016, to be held in Room B-19 of the Municipal Building at 7:00 PM.

Submitted for approval by:

Christopher M. Holden, PE  
Deputy Director of Public Works